

RECORD OF PERSONAL APPEAL ITEMS

			1. DATE
2. LOCATION (<i>lab, ICD</i>)	3. BLDG./ROOM	4. PHONE	5. CUSTODIAL AREA CODE NO.
6. NAME OF ISSUING PROPERTY REPRESENTATIVE			7. SIGNATURE
8. NAME OF PERSON RECEIVING PROPERTY			9. SIGNATURE

10. DESCRIPTION OF PROPERTY					11. QUANTITY	12. COST
NIH Decal No.	Description	Manufacturer	Model	Manufacturer's Serial No.		

MEMORANDUM RECEIPT FOR ISSUES OF PERSONAL CUSTODY PROPERTY

In accepting custody of the property identified in Block 10 above, it is understood that I am personally responsible for its return in the condition in which received, normal wear and tear excepted.

In the event the NIH Board of Survey Committee finds that, because of my negligence, the property has been lost, damaged, or destroyed, I may be held liable for the replacement cost.

13. PROPERTY RETURNED	14. DATE	15. RECEIVED--SIGNATURE OF CUSTODIAL OFFICER